

Weekend Roster Discussion

Dear [Team Member's Name],

I hope this message finds you well. I would like to schedule a discussion regarding the upcoming weekend roster to ensure we are all aligned and prepared.

Proposed date and time for the discussion: **[Insert Date and Time]**

Please let me know if this works for you or if there are alternative times that would suit you better.

Looking forward to your feedback.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]